

*****VACANCY NOTICE*****

**CLERK'S OFFICE
UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLUMBIA
WASHINGTON, D.C. 20001**

December 10, 1997

Applications are now being accepted for a Network Administrator. Current Clerk's Office employees interested in being considered for this position should submit the Clerk's Office Application for In-House Positions, to the Personnel Office in room 1820 by noon, December 17, 1997. No closing date has been set for receipt of applications from outside applicants. The incumbent will be responsible for providing support and development for a 250-user Windows 95/Novell network. The incumbent must have knowledge of LAN hardware including Ethernet switches, routers, peripherals, and communication servers. Experience with network management software, Novell/NT administration and design, TCP/IP is required. Good communications and project management skills are essential. A degree in Computer Science and Novell 4.11 certification is desired. Notes/Domino experience and Intranet Web development a plus.

Qualifications:

Successful applicants must possess a minimum of three years general experience and two years specialized experience related to the technical aspects of data processing, office automation, and data communications and their applications, terminology and methodology, including the accomplishment of computer project assignments that involved systems analysis, design, programming, implementation, integration, and management. Excess specialized experience may be substituted for the required general experience.

Classification/Salary:

CL-28 - \$36,737 - \$59,744 per annum. Salary level equivalent to GS-11/12. Salary progression depends upon acceptable job performance. A one year probationary period must be successfully completed by all new employees. This position is subject to mandatory Electronic Funds Transfer participation for payment of net pay.

Application Process:

Send resume, including salary history, to the Clerk's Office, U.S. District Court for the District of Columbia, 333 Constitution Avenue, NW, Washington, D.C. 20001, Attention: Human Resources, Suite 1820. (ANNOUNCEMENT #97-12)

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